

CALIFORNIA CHILDREN & FAMILIES COMMISSION

**Thursday, December 14, 2000
University of California
Santa Barbara
Multicultural Center
1504 University Center Road
Santa Barbara (Goleta), CA 93106
(805) 884-8086**

I. Call to Order.

The meeting was called to order by Commissioner Lacey at 9:05 a.m.

II. Roll Call.

Present were Commissioners Kim Belshé, Sandra Gutierrez, Susan Lacey, Louis Vismara, Ed Melia, Karen Hill-Scott and Margaret Fortune.

III. Welcome.

Dr. Jules Zimmer, Dean, Graduate School of Education UCSB, presented welcoming remarks to the Commission. He reported that Paul and Natalie Orfelea, who founded Kinko's Copy Centers, donated \$2 million to the UCSB Children's Center, which has since been named the Orfelea Family Center. Mr. Zimmer introduced Paul Orfelea. Mr. Orfelea discussed the responsibility of corporations to address the issue of early care. Mr. Orfelea introduced Rita Madden. Ms. Madden offered welcoming remarks to the Commission. Ms. Madden presented a progress report for the Santa Barbara CCFC. She stated that the commission was able to invest \$5.5M into children's initiatives in 1999/2000. Ms. Madden recognized the need for the type of private support given by the Orfelea's and others.

Commissioner Lacey offered words of support and appreciation for the work of Paul and Natalie Orfelea.

IV. Approval of Minutes, October 19, 2000 State Commission Meeting.

MOTION: Commissioner Gutierrez moved, seconded by Commissioner Belshé to approve the November 16, 2000 minutes. The motion passed unanimously.

V. Chairman's Report

Commissioner Lacey presented an abridged version of the Chairman's Report due to Chair Reiner's absence. The next Commission meeting will be held together with the

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March of Dimes Conference in Orange County. The meetings will be held from the 18th to the 20th of January with the Commission's meeting being held on the 18th of January. Commissioner Lacey reported that the California Endowment released a research report entitled "Suffering in Silence", a report on the health care of California's agriculture workers and she presented some highlights from the report. The Commission is funding an effort to build on this information. There will be a State Commission retreat on January 22nd. The purpose of the retreat is to review the Commission's responsibilities and to ascertain to what degrees those responsibilities are being met. Jane Henderson is coordinating the retreat.

Commissioner Lacey informed the Commission that Chair Reiner attended a meeting with the Association of California Children & Families Executive Directors and that he was very enthusiastic by the meeting. A topic to be addressed in January is on how to ensure that Commissioners and staff from rural counties are able to attend these meetings and other significant Prop. 10 meetings and events. It is the intention of the Commission to have a State Commission representative present at each of the Executive Directors meetings.

The Commission meeting handouts are now available on the website approximately 4 days before the Commission meetings.

VI. County Commission Reports.

Pat Wheatley, Executive Director, Santa Barbara County Children & Families Commission, welcomed all to the meeting. Ms. Wheatley discussed aspects of some of the projects the Santa Barbara CCFC has undertaken. She informed the Commission that the SBCCFC had released RFPs in the amount of \$5.5M for services and planning. In July the SBCCFC brought out 47 contracts for parent and caregiver support and education, for a healthy and safe child, for early care and education, for health care, safety and wellness. The SBCCFC initiated the funding with the Child Care Planning Council for the Office of Early Care and Education. The SBCCFC has initiated the beginning of two child care centers. The SBCCFC has partnered with Healthcare Safety and Wellness by expanding services to isolated communities. The commission has been working with socially isolated communities to improve dental health and has been working to expand the mental health program for early care and intervention. The commission has also aided in the expansion of two Catholic charities into two new communities, and has been working closely with the literacy program in the northern part of the county. The commission has expanded the Family Resource Centers through the Healthy Start Programs. Ms. Wheatley provided details about some of the programs the SBCCFC is involved with. The commission holds as a high priority the building of community. Next month begins the 2001 allocation process. The Results for Children Initiative held its first academy recently. The commission is working closely with UCSB in developing an evaluation system that is customizable by contracted agencies. The system will standardize data collection, allow for electronic data transfer, billing and

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report generating. The commission is having a Spruce up for Kids Day this Spring in which volunteers will help local home based family care centers in improving their facilities. The commission also partners with the Kids Network. Dr. Mike Furlong has been instrumental in that partnership.

Commissioner Vismara asked Ms. Wheatley 1) how SBCCFC is addressing issues involving children with disabilities and 2) what types of resources can the State Commission provide to help address these issues. Ms. Wheatley informed the Commission that her commission has funded programs that work specifically with children with special needs. The commission has been working to improve training of people working with children with special needs.

Claudia Harrison, Executive Director, Ventura County CFC, presented an update on some of the commission's activities and initiatives in Ventura County. Ms. Harrison informed the Commission that the Neighborhoods for Learning initiative is the key initiative for School Readiness in Ventura County. Funding for this initiative was allocated to seven geographical areas. All areas are currently involved in different stages of active planning. She emphasized the commission's desire to keep this initiative a "bottom up" initiative in which the empowerment and planning come from the communities themselves. The commission's role in the process is one of focused intervention and facilitation. UCLA has been working on developing and refining strategic planning tools that can be used on a neighborhood level. Ms. Harrison discussed some of the challenges involved in engaging in community-based processes. She further informed the Commission that her commission has just released its Health initiative. Awards will begin in February. The commission held a mini retreat in November in which it conducted a planning process and reexamined its mission and its three-year goals. The commission decided on a strategic basis in which it needs to stay with its current initiatives but also develop stronger relationships with the school systems. Commissioner Belshé asked Ms. Harrison to comment on the kind of activities she sees being funded by the \$1.6M Health initiative. Ms. Harrison informed the Commission of two main areas. Access to quality health care services and providing parents with information needed to make decisions about health. Commissioner Belshé asked for clarification that Proposition 10 funds were not being used to supplant efforts being made at the State level. Ms. Harrison assured the Commission that they were not.

Susan Hughes, Executive Director, San Luis Obispo County CFC, presented a report on her commissions recent activities. The SLOCCFC is about to launch eight community meetings and several parent focus groups. The commission released its first RFA in August and received 53 letters of intent in early September requesting more than \$10M. On October 23rd the commission accepted 39 applications and on December 6th the commission voted to fund 17 applications in the areas of child care and early education, parent education and support services, and the health and well being of children. The funding cycle is for two years. Some of the funded projects include EOC homeless shelter, providing access to childcare services for up to 300 homeless children; Head Start

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is going to create year round access to preschool for select schools that have been providing part time access to preschool; SLO County Office of Education will extend five State preschool sites to full eight hour programs; a teen academic parenting program to provide asset based prenatal and post delivery parenting education and child care for teen mothers to attend school; a literacy program to enhance family literacy and school readiness for children by teaching parents of children aged 0 to 5 how to use children's books; a University of California extension Power of Play program will increase parents' ability to play with children, to use play time to achieve important developmental milestones and to enhance parent and child attachment; an extensive in home visitation program using the David Olds model; a county drug and alcohol program will hire a full time play therapist to provide services for children, pregnant and parenting women enrolled in the agencies drug abuse treatment programs; General Hospital and the BABES program. The commission has also partnered with the Proposition 99 tobacco control program to provide cessation services to pregnant mothers and parents of young children. The commission has plans to pay for select dental services for children where these services may otherwise not be available. The commission also plans to establish a twenty-hour pediatric clinic in conjunction with the Public Health Department. The Lions Club in Paso Robles is partnering with local physicians who are donating their time. The commission is going to work with the physicians to facilitate identification of undiagnosed visual disorders in preschool age children. The commission plans to assist in the distribution of the Kit for New Parents. The commission has also submitted a letter of intent to participate in the Early Care and Education Provider Compensation Retention Incentive for Matching Funds. The commission supports fluoridation of water.

Commissioner Fortune requested that Ms. Hughes speak to the scope of the activities that the local commission is involved in. Ms. Hughes explained that the scope of the activities was still being evaluated.

Commissioner Fortune commented that these activities need to be presented in terms of how many and which children are being served.

VII. Shorthand/Minutes Services Contract

Bryan Hobson, Chief of Administrative Services presented this item. From its first meeting in early 1999, the California Children and Families Commission has prepared and made available to the public minutes of all Commission meetings. These minutes have served as an effective record of Commission decision-making, and have been available on our website and at later Commission meetings for County Commissions and other interested parties who are unable to attend.

Commission staff has generally been pleased with the services of our interim contractor. Nevertheless, all transcription services providers on the state Master Services Agreement (MSA) were contacted to determine whether other contractors could perform the same professional level of transcription and minutes service as our current contractor,

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California Shorthand Reporting. It is staff's opinion that California Shorthand Reporting has an established track record of producing accurate and professionally written minutes, and can accommodate a statewide schedule of meetings.

The current contract with California Shorthand Reporting is due to expire in December 2000.

In order to have a new contract in place in time for the January 2001 Commission meeting and to continue to receive the professional quality minutes we have distributed in the past, approval is requested to negotiate and execute a contract at a cost of \$110,000 with CSR. The contract will be in effect until October 2002.

MOTION: Commissioner Lacey moved, seconded by Commissioner Vismara to approve the item to negotiate and execute a contract at a cost of \$110,000 with CSR.

VOTE: The item requesting to negotiate and execute a contract at a cost of \$110,000 with CSR was unanimously approved.

VIII. Public Opinion and Opinion Leader Survey

Elias Lopez, Deputy Director for Research & Evaluation, presented this action item. The purpose of the survey is to, one, assess the importance that families, the general public, and opinion leaders, place on early childhood education, and two, to delineate the policy options for families with young children and the support for these options. Results from the survey would be 1) a representative sample of families with young children statewide, and 2) asking the general public what policies they would be willing to support and 3) asking 1 to 2 hundred industry executives what policies they would be willing to partner in. Staff is proposing to gain input from the Diversity Committee and the California Children and Families Association. Staff recommends that there be two State Commissioners appointed to work on this survey. Contract collection will take four months. The final report will require two months.

In response to a question posed by Commissioner Gutierrez, Mr. Lopez stated that in phase II of a similar survey conducted in Massachusetts bills are now being drafted to address issues highlighted by the survey. Commissioner Fortune added that the initiative resulted in the development of a car license plate program as a source of revenue for child care and development. Ms. Henderson noted that the initiative also brought to light some shortcomings of current policies dealing with child care and development.

Commissioner Vismara inquired about similar programs. He suggested considering deferment of the initiative until the Commission has met to discuss its vision, the Diversity Committee clearly identifies its own vision and the State Commission gains more input with regards to disabilities.

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Commissioner Belshé offered comments in support of policy change and emphasized the need to gather information in order to achieve these changes most effectively.

Commissioner Melia emphasized the importance of involving county commissions in such a project. Ms. Henderson informed the Commission that staff would be working with county commissions on this item.

Pat Wheatley, Chairperson of the Evaluation Committee for the Association, stated that the committee has met with Elias Lopez to discuss their involvement.

Commissioner Hill-Scott echoed Commissioner Belshé's comments on the need to proceed with this item as soon as possible. She added that this project would probably need more time than that currently allotted. Commissioner Hill-Scott identified the need to tailor the surveys to specific populations within the community. She also noted that more funds than those requested would be required. A brief discussion followed on the topic of scope of the project and the necessary funding. The discussion resulted in the Commission cautioning Staff to maximize their efforts in regards to stratifying the survey. Commissioner Hill-Scott added that she hopes the survey will help inform the School Readiness component of the Master Plan for Education.

In response to a question from Commissioner Vismara, Mr. Lopez informed the Commission about how the contract would be selected and approved. Mr. Lopez presented three options, an interagency agreement with the UCs, recruiting from the Master Services List someone who would then subcontract out other tasks and subcontracting through the media contractor. A brief discussion on the involvement of the Diversity Committee in the development of the survey followed.

Commissioner Gutierrez echoed the need for stratification of the survey.

A brief discussion on the sufficiency of the current funding level culminated in agreement that there was sufficient funding to begin and the issue could be reviewed at a later date.

Public Comment

Karen Blinstrub cautioned the Commission about the view of the Massachusetts survey in that community. She noted that it is not held in high regard, in part, because of the under representation of certain populations. The community was unimpressed that the end result of the project was a license plate.

Brian Goddell, Corporation for Standards and Outcomes, requested that the Commission broaden the availability of the bidders on this opportunity beyond the scope of what was mentioned here. Mr. Goddell informed the Commission that his firm would be interested in participating in the bidding on this contract.

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Don Humphries, Siskiyou County CFC, recommended that the Commission include in the amended motion Commissioner Melia's recommendation for specifically and explicitly reaching out to the county commissioners and Executive Directors.

Monica Lopes, University of California, informed the Commission that the University would be happy to work with the Commission on this project.

Maria Valencia, Child Care Advocate with the State Department of Social Services, Community Care Licensing Division, stated that there is already a state license plate that has raised roughly \$2M in revenue already.

Polly Blevins, Families First, requested that military families be included in this survey. She added that she would be available to assist with the survey in this regard.

Commissioner Vismara inquired whether or not it would be possible to open this up to a general RFP, to which Ms. Henderson responded that it would add considerably more time to the project

MOTION: Commissioner Belshé moved, seconded by Commissioner Gutierrez to approve up to \$1 million for the design and implementation of a public opinion and opinion leader survey regarding early care and education of young children and that the survey be of sufficient sample size to ensure information at the disaggregated levels, including region, race, ethnicity, children with disabilities and special needs.

VOTE: The motion to approve up to \$1 million for the design and implementation of a public opinion and opinion leader survey regarding early care and education of young children and that the survey be of sufficient sample size to ensure disaggregated information, including region, race, ethnicity, children with disabilities and special needs carried by a roll call vote of 5-0-0 with Commissioners Hill-Scott, Gutierrez, Lacey, Vismara and Belshé voting "YES", and no "NO" votes and no abstentions.

Commissioner Hill-Scott volunteered to be one of the two Commissioners involved directly with this project.

IX. Library Services Contract

Elias Lopez presented this action item. Mr. Lopez requested funding for up to \$250,000 to enter into a contract with the State Library for them to provide the same services that the currently provide to the Legislature and the Office of the Governor which include online support for buying books. The contract is for 1.5 years.

Commissioner Hill-Scott asked about the level of support that the library would provide. Mr. Lopez informed the Commission that the librarian would be a full time librarian.

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In response to a question from Commissioner Melia, Mr. Lopez informed the Commission that the services would be categorized in terms of best practices

MOTION: Commissioner Belshé moved, seconded by Commissioner Vismara to approve up to \$250,000 to enter into a contract.

Public Comment

Karen Blinstrub requested that literacy management be added to the service. It was clarified that literacy management was defined as the synthesizing of the available information into language that can be understood by the majority.

VOTE: The motion to approve up to \$250,000 to enter into a contract carried by a roll call vote of 5-0-0 with Commissioners Hill-Scott, Gutierrez, Lacey, Vismara and Belshé voting "YES", and no "NO" votes and no abstentions.

X. Early Care and Education Provider Compensation/Retention Incentives Matching Funds

Sarah Neville-Morgan, Child Development Consultant for the Commission, presented this action item. Ms. Neville-Morgan stated that she was here before the Commission for action on the first funding amount, including funding to PACE for the start up of an evaluation of incoming counties and for a release for request for funds. During the October meeting the State Commission approved the concept of a matching funds initiative to the county commissions to retain early care and education providers. The Commission also authorized an intent to apply process to determine the level of participation by counties in the first round. Twenty-three county commissions have indicated that they may participate. It is anticipated that the counties will request funds at a slightly lower level than that indicated on the spreadsheet, although last night in talking with a group of executive directors it was learned that there was some misunderstanding in the intent to apply request regarding the inclusion of administrative and evaluation costs as part of the match. Staff will return after receiving the full applications if the funding needs increase as counties determine those costs. Based on the intent to apply forms, staff is looking for action and requesting the funding amount of \$6 million for July 1st, 2000 to June 30th, 2001 including \$500,000 for PACE's evaluation for the incoming counties. Staff is also requesting approval to release a request for funds, which is referred to as an RFF, in December 2000 and a follow up intent to apply and RFF in Spring 2001, which would allow more to counties to join this project. This is a request for the first year of funding for a three-year initiative. Staff expects the investment to be greater in the next funding round Spring 2001 as Staff anticipates additional counties will join.

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The number of early care and education providers will vary depending on each county's retention initiative plan. The selection of matches is a non-competitive process for the counties. The State Commission will match up to 25% of local investments for larger counties, which are considered counties receiving more than \$2.5 million basic monthly disbursements in fiscal year 1999/2000, and up to 50% for smaller counties, which are defined to be counties receiving less than \$2.5 million basic monthly disbursement in fiscal year 1999/2000. The current budget estimates for the matching funds are \$5.5 million for the fiscal year 2000/2001, \$15 million each for the fiscal year 2001/2002 and 2002/2003. County commissions can combine their funds with a local partner in gifts, grants and funds for their total funding rate to be matched by the State Commission. Should AB212 funds become available during this period, they will not be part of the match. Approximately 10% of the matching funds are required for the evaluation component. The RFF will be released sometime in December 2000 and the application deadline will be February 2001 with the award date of March 2001. The second RFF release will be in Spring 2001. In developing this initiative Staff had many people participate, both in the concept paper and in looking at the RFF itself, those included county commission staff, members of the Diversity Committee, staff from state agencies and experts from the field. Staff plans to meet in January to further discuss the evaluation component and address the research questions and the scope of work. Staff is focusing on a project that will address the retention of qualified early care providers and improve the quality and stabilize the early care workforce by rewarding professionals who have demonstrated a commitment to the field through levels of education, continued professional development and years of experience. These would contain various retention incentives based on compensation such as stipends, health insurance and respite substitute time. It would also need to include collaboration with the Department of Education and the AB212 guidelines as those are released. Staff is also promoting local collaboration, such as with the local child care planning councils, as they are the ones who will receive the funds for AB212. The target audience is qualified staff that are already in the field. Staff will be looking at other initiatives such as the PACE to address such issues as training new providers as they come into the field.

Commissioner Gutierrez emphasized the need to include family child care providers in this initiative. Commissioner Gutierrez expressed concerns about the notion that this initiative could be viewed as a quick fix to the problem as viewed by the Legislature and others.

Commissioner Melia asked why San Francisco put in city/county funds while others have not. He requested details on the sources of funds. He also asked how the anticipated long-term results of increasing school readiness would be evaluated. The evaluation component is still being developed.

Commissioner Hill-Scott added that this item should focus on retention of qualified people directly and not explicitly on how it affects children. She also asked whether or not any of these stipends could be perceived as salary supplements and if so, what would

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happen after the pilot. Sarah Neville-Morgan stated that the goal is to increase salaries on a long-term basis.

Commissioner Gutierrez voiced concerns over the unit bearing nature of the project. She added that there would be many people left out based on the current unit bearing system.

Commissioner Vismara asked if this project was being developed with any of the charitable foundations.

Commissioner Vismara asked Ms. Kipnis what communication she has been having with the State Commission Staff regarding this project. Ms. Kipnis has been working closely with staff.

Public Comment

Betty Smith, Mendocino County CFC, expressed concern about funds going to already funded child development programs. Staff clarified that the coordination with AB212 would not mean that these funds would only go to subsidized child care centers. This is stated in the application.

Brenda Blasingame, Contra Costa County CFC, thanked Staff for their work. She requested that the word "Pilot" be on the front of the RFF. She added that there is no guarantee that this project will result in long-term retention of qualified people. Ms. Blasingame informed the Commission that her commission provided funds to family care providers but also provided incentives for the providers to continue their education. She expressed concerns over the perceived intended use of the funds being as a fix all for child care and recommended that evaluation focus on quality, increased training and retention. She stressed the need to investigate the relationship between increased education and quality of care.

Frank Kipnis, Quality Child Care Initiative and The David and Lucille Packard Foundation, just issued an RFP to the 8 Bay Area counties for either planning, implementation or advocacy funds around compensation.

Her organization is in the final stages of negotiations with those counties. They are funding Alameda County around implementation, San Mateo and Santa Clara Counties on planning and advocacy. The David and Lucille Packard has funded Alameda and San Francisco County to develop a database to track programmatic issues that will also be used in evaluation. That database will be available to every county that implements their program so that standards can be developed. The David and Lucille Packard Foundation is going to be funding the Center for the Child Care Work Force to do a pilot census of the work force in the Bay Area and some rural counties to look at the issues that are absent in terms of planning. These issues include, the number of child care providers, the

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wages of the providers and what are their education levels. It is hoped that that will be a pilot for a statewide census that the State Commission would conduct.

Flo Feruki, Santa Barbara Child Care Planning Council, thanked staff for including the Council on the RFF. Ms. Feruki informed the Commission that the Grants 2000 Committee has looked at several forms of continued education to maximize the retention in family child care facilities.

Ronda Smith, San Francisco County, informed the Commission that San Francisco County has a special tax that goes towards youth funding. With regard to family child care providers, in San Francisco County, the stipends for family child care providers are larger than those that are in child care centers and the number of units are less than 12. In addition, there are specific stipends for bilingual family child care providers.

Betty Smith, Mendocino County, suggested that the Commission might have some bearing on the State requirement that community college classes require 18 enrollees before continuing.

Brenda Blasingame, Contra Costa County CFC, suggested adding provisions around family child care providers that would allow for some specifics for counties to come in and talk about how what incentives they are providing for people working in family child care. Ms. Blasingame suggested that the Commission investigate how the choice of which populations are targeted to receive incentive funds would affect long term school readiness.

Karen Blinstrub, Santa Clara County CFC, informed the Commission that her commission completed a child care initiative for enhancement of child care facilities. There were 217 applicants and more than 75% were bilingual or Spanish speaking. Ms. Blinstrub pointed to a need to evaluate quality care based upon something more than education.

Dorinda Ohnstad stated that the counties had expressed desires to have control over the level of qualifications required to receive retention incentives.

Pat Wheatley spoke in support of Commissioner Gutierrez's comments regarding the current unit requirements being limiting to access to these funds. Ms. Wheatley requested flexibility be given in the development of RFPs because her commission followed a formulary in the development of their letter of intent.

Donita Stromgren, California Child Care Resource and Referral Network, addressed the intent of AB212 with regard to family child care providers. She stated that family child care providers feel disenfranchised due to their last minute exclusion from AB212. She urged the Commission to allow for alternative forms of training.

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Jennifer Billman, Executive Director, San Benito County CFC, stated that the only care for infants and toddlers is family care. She urged the Commission to consider alternate forms of training.

Maria Valencia, Child Care Advocate with Licensing, spoke on behalf of the family child care community. She stated that in Ventura County in November 26 family child care homes were closed while 13 were licensed. In San Luis Obispo and Santa Barbara Counties there has been no net gain. Thirty percent of those closed stated that they could not make enough money to continue. Ms. Valencia urged to the Commission to consider alternative forms of training.

A discussion regarding the ability of individual commissions to place their own standards on family child care centers followed.

A lengthy discussion followed on the merits of the unit based allocation of retention incentives. The discussion resulted in the following motion with additional staff direction.

MOTION: Commissioner Hill-Scott moved, seconded by Commissioner Gutierrez to approve release of an RFF and an allocation of up to \$6 million for the Early Care and Education Provider Compensation/Retention Incentives Matching Funds Initiative for the period 7/1/2000 to 6/30/01 including \$500,000 for state-wide evaluation.

Staff Direction: Modify the RFF so that barriers to access do not exist for family child care providers or people who do not have 12 units.

VOTE: The motion to approve the allocation of up to \$6 million for the Early Care and Education Provider Compensation/Retention Incentives Matching Funds Initiative for the period 7/1/2000 to 6/30/01 including \$500,000 for state-wide evaluation carried by a roll call vote of 5-0-0 with Commissioners Hill-Scott, Gutierrez, Lacey, Vismara and Belshé voting "YES", and no "NO" votes and no abstentions.

XI. Update on Training and Retaining Child Care and Development Providers (PACE Initiative)

Elizabeth Burr and Margaret Bridges presented this discussion item. In January, the Commission contracted with PACE as the lead agency in a project to determine what kinds of training models can 1) recruit greater numbers of providers and 2) effectively and efficiently raise their skill levels. A state-wide inventory of training programs has been developed. A technical assistance team has been developed. An RFP was released in August and a selection committee was built to choose 6 training projects for funding that would be evaluated over two years. A survey instrument is currently being developed to interview the trainees over the next two years. The six models were chosen based on their diversity, geographic location and training models. It is expected that

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there will be an increase of over 2000 new providers. Demonstrable outcomes include an increase in the number of providers, an increase in the diversity of people trained, development of retention incentives, more rapid matriculation, and the development of infrastructure. All six projects will be working with community colleges. Margaret Bridges presented information on the Child Care Retention Incentive program. It is being evaluated in Alameda County where 2385 people have received stipends ranging from \$475 to \$5,425 and San Francisco County where 433 people have received stipends ranging from \$250 to \$6,000. The stipends were given to a wide range of early care and education providers. Two-thirds were non-European. Approximately half were teachers. PACE is working to identify differences in strategies to retain providers. There are qualitative and quantitative aspects to the evaluation. Data will be collected quantitatively through a telephone survey consisting of tracking a description of the stipend recipients. Data will be collected qualitatively through a series of focus groups. Thus far, the child care retention incentive evaluation plan has been developed, descriptive analyses have been conducted on the stipend recipients, multiple field survey instruments for the quantitative research have been developed and a strategic plan for the qualitative implementation study has been developed.

Commissioner Belshé asked what were the standards for eligibility. The Commission was informed that the standards differed by County. Priorities included a wage standard.

Commissioner Gutierrez asked what was the average time a child care provider stayed in that position in order to assess how this project affects longevity. In the application it was specified that one year was the qualification duration.

Commissioner Vismara asked if the project looked at the demand side of child care. The project did not address this issue.

Commissioner Melia asked if the baseline information on the incentive driven recipients include how long they have been in child care. The baseline information does include this information.

A discussion on the evaluation component of the project followed. The discussion culminated in an understanding that the evaluation could not make direct assessments of how retention affects the well being of the children at the child care centers.

The contractor agreed to provide the Commission with a break down of the types of child care providers involved in the project.

Public Comment

Pamm Shaw noted that none of the projects are specifically designed to look at training people to work with children with disabilities and special needs.

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Betty Smith, Mendocino County Children Families Commission, emphasized the need to identify the reasons providers leave the field.

XII. Closed Session: Discussion and Status Report from Legal Counsel regarding pending Litigation:

Closed Session canceled.

XIII. Executive Director's Report.

Jane Henderson presented an update on work with the Legislature regarding the Education Master Plan and the School Readiness component. Several conference calls have been conducted regarding scope. Members for the workgroup are now being recruited. There will be a state retreat on January 22nd. Commissioners will be provided with additional information about how the retreat time can be best spent. There will be a state-wide conference on February 8th and 9th in San Diego. Capacity is limited to five members from each county. There will be a retreat for the Diversity Advisory Committee January 29th and 30th in Pomona. The Committee will focus on defining its policy and program roles, developing diversity tenets for the State Commission. The Executive Directors Association is now the California Children and Families Association. The Association conducted a very successful meeting yesterday in which a technical assistance matrix was agreed upon. This matrix will be submitted to the State Commission for its review. Ms. Henderson has conducted informal discussions with various county commissioners on the state of their commission and their future directions. She plans on visiting every county in the state. Ms. Henderson announced that the paid media campaign RFP has been selected and approved. The three year contract will be awarded to Team GILD, a team comprised of the following agencies, Greer, Margolis, Mitchell, Burns & Associates, Imada Wong Communications Group, Inc., Durazo Communications and La Grant Communications. The protest period begins today and as such, no further information can be released at this time.

XIV. County Commission Executive Directors' Report

Dorinda Ohnstad, California Children and Families Association, announced the Association's new name. The name was changed to eliminate the word *executives* to make clear that the Association's purpose is to serve county commissions. The membership will be proceeding with a 501c4 organizational structure for the association with a 501c3 arm, which will be known as the California Children and Families Foundation to further charitable causes of the Association. The Association is still working on the technical assistance transition. Contracts will be executed on Friday of this week in order to finalize the funding from The David and Lucille Packard Foundation. The remainder of the funding needed for the Resource and Assistance Center is currently at the highest level of review. There is a working guideline defining the differences in the roles of the local and state commissions being developed. This may

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be made into a TA chart that will be distributed to each county. The Association is developing an active feedback system for the county commissions to communicate more effectively with the State Commission.

Commissioner Belshé inquired about the current feedback system between the county and state commissions. The Association is attempting to put discussion items on the agenda. Communication will become a greater focus when the TA issues are concluded. The county commissioners have made it clear that they are following the activities of the commissions whether they are in attendance of the meetings or not.

Commissioner Belshé asked for clarification on the role of the Association with respect to representing the various county commissions. The role of the Association is still being defined. The Association views itself playing a strong advocacy role. Commissioner Belshé noted that an advocacy role underscores the need to represent all of the county commissions.

Commissioner Fortune asked for clarification on the role of the Association with respect to representing the various county commissions.

A general discussion on the role of the Association followed. The discussion involved concerns over duplication between the Association and the State Commission. The Association's overwhelming purpose is to represent all of the county commissions to the State Commission. The Association does not see themselves becoming the service bureau and the TA service center for all of the commissions.

Commissioner Vismara asked if the State Commission could receive copies of the minutes and bylaws of the Association. Copies will be made available to the Commission.

Commissioner Belshé asked what was the composition of the Executive Committee. All members are Executive Directors.

Commissioner Vismara asked if the bylaws may be ratified in the future. The Association is working on a more formal adoption method of the bylaws.

Commissioner Gutierrez expressed concerns about duplicative efforts in regard to working with the Legislature. The Association emphasized the partnering nature of the two bodies.

Commissioner Vismara stressed the importance of including local stakeholders in the Association.

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XV. Inclusion Specialist

Carmen Padilla, Child Development Consultant for the Commission, presented this discussion item. This initiative will improve families' abilities to locate and sustain quality early care and development services for children with disabilities and special needs. The budget request is for \$6 million, \$5 million of which will go toward the Inclusion Specialist salary, benefits and travel, and related costs. The remainder will go toward project management, statewide coordination, and training development and provision of resources and materials, and for the evaluation component. The resources will be obtained through a competitive bid process. The addition of an Inclusion Specialist is not intended as a fix all. The lack of child care providers was a common theme with everyone staff spoke with regard to this issue. It is proposed that the specialist be placed in the Resource and Referral agencies. It is expected that the specialist will provide leadership at the local level by working with training institutions, regional centers, child care local planning councils, local education agencies and agencies providing support services for children with disabilities and special needs. The specialist will work with these entities and parents to develop collaborative partnerships to help insure that families and children receive the child development and support services required for the children's optimal development. This initiative does not address the need for special equipment often associated with issues surrounding children with disabilities and special needs. This is a three-year initiative.

Emily Nahat , Deputy Director for Program Management, noted the R & Rs appear to be the most logical location to place the Inclusion Specialist. She added that this would be consistent with the legislated role of the R & Rs to provide assistance to families seeking child care and development services.

A discussion on the mechanics of establishing these positions followed. The specialist would be employed by the entity with which they are placed.

Commissioner Vismara inquired how the individual that will be contracted with the Commission to deal with issues surrounding disabilities and special needs would work with the Inclusion Specialists. The contractor would work in concert with the Inclusion Specialists. The RFP is expected to go out in March.

A discussion on the issues of duplication and the assigning of Inclusion Specialists followed. The allocation formula has yet to be determined. Possible allocation models were presented with need-based model gaining the most favor.

Commissioner Vismara asked how the Inclusion Specialist would interact with the Family Resource Center and what certifications would be required for an Inclusion Specialist. There would be general collaboration between the two bodies and the DDS specialist would probably be involved in the application process. Focus is generally on competencies rather than specific qualifications.

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Commissioner Vismara suggested considering some type of prior training, such as, LCSW. Reactions to that suggestion were 1) those professionals are very difficult to hire and 2) depending on the role, sometimes the most qualified person is not the formally educated individual.

Commissioner Lacey asked where possible Inclusion Specialists would be found. UCP serves all of the children in the county and they are already linked and partnered with the Office of Education. There needs to be some flexibility to find the most qualified people in each county.

Commissioner Melia expressed concerns about having the concept of addressing the needs of individuals having disabilities and special needs through a single individual when the problem is systemic in nature.

Donita Stromgren stressed the importance of having uniform availability state-wide. Parents need to know where they can go for service. It would be a mistake to have the service located within different agencies throughout the State. There needs to be a standardized requirement for the position, but education should not necessarily be the key factor. Many parents are very qualified to perform this duty. The concept paper should include funding for the R & Rs. Many of the R & Rs have done training specific to the Inclusion Specialist position. Ms. Stromgren would like to see that there be an organization funded that has an understanding of the child care R & Rs in California and the ability to provide networking and training at the regional level. Ms. Stromgren requested more information about what is involved in the processes of evaluating and awarding the contracts for the administration of the services. She asked for clarification on whether or not the service would be in select R & Rs or in all of them.

Commissioner Melia asked if there existed any evidence that Inclusion Specialists do improve access to children with special needs to child care. Commissioner Gutierrez cited a study that showed that parents of children with special needs had trouble navigating the system.

Commissioner Belshé asked for the definition of an Inclusion Specialist.

Donita Stromgren stated that the R & Rs are mandated to serve families of children with disabilities and special needs, but that the R & Rs are often not adequately equipped to deal with this issue. The job of the specialist would be to direct parents to the services that best suit them and to provide TA to providers.

Commissioner Vismara asked if this topic has been broached at the Diversity Committee.

Commissioner Melia asked if there were incentives in place for child care providers to provide services to children with special health care needs. There are no such incentives.

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There are other ways to encourage providers. Commissioner Melia suggested investigating these other ways.

Jane Henderson suggested calling this a pilot program with a strong evaluation component. She added that there is a mandate for child care providers such that at least 10% of people served be children with special needs and disabilities.

Commissioner Gutierrez noted that this a strong step toward complying with the ADA mandate.

Commissioner Vismara requested that the Commission move in a very thoughtful, deliberative and focused manner. He cautioned against establishing yet another categorical program.

Public Comment

Karen Blinstrub stated that parents of children with disabilities and other special needs do not go to the R & R in Santa Clara County. She also stated that 95% of the time R & Rs are focused on kids who are entitled to subsidies. Ms. Blinstrub suggested looking at other models beyond an Inclusion Specialist.

Brenda Blasingame, Contra Costa County CFC, echoed Ms. Blinstrub's comments. Ms. Blasingame mentioned that her commission is funding through a single agency contract to their RR for facilities improvement for inclusion. There are two components to the contract. One is a training component for providers and the other is funding a facilities consultant that will work with the providers to improve the facility for inclusion. Her commission also has a mental health special needs consultation program where consultants work with home visitors and family child care providers. This is going out to bidding rather than the RR center.

Christine Pilkington, Pediatric Occupational Therapist, stated that there over 20,000 children in the Early Start Program identified with disabilities and each one of those children has a personal program. The Early Start staff are required to work with children no matter where they are. Ms. Pilkington suggested that each community be able to tailor models to best suit their own needs and expertise.

Commissioner Vismara asked Ms. Pilkington what percentage of children that come in the Early Start program come through the RR network. Less than 5 -10% of children come through the RR network.

John Siegel, Trinity County, stated that his county has one R & R Center. He does not believe that the R & Rs should be the only entity to receive the available funds and endorsed a strong evaluation component to the project.

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Claudia Harrison, Ventura County CFC, commented on behalf of her county's RR. Based on their experience they wanted to make sure that families and children with behavioral needs are included in this project.

Don Humphries, Siskiyou County CFC, stated that his county is currently working on this problem by finding out where the need is, who the stakeholders are, why resources are not available, etc. He cautioned against building in barriers to access by assigning this fund too narrowly.

Pamm Shaw, West ED Center for Prevention and Early Intervention, recommended narrowing the scope of the project to helping R & Rs provide resource and referral information to families who need assistance. Research has shown that drive-by training does not work.

Commissioner Hill-Scott expressed concerns over the apparent vagueness of this concept at this point. The funding is for building collateral capacity in the R & Rs to serve special needs families even though most people get their information elsewhere. Each R & R should demonstrate in its application for funding that they are going to coordinate and provide collateral coverage to what already exists in their community. This will help avoid duplicating services that already exist.

Jane Henderson stated that there is insufficient Commission input to staff with respect to direction on how to proceed. Ms. Henderson summarized some of the models presented during the discussion.

Commissioner Vismara stated that there should be steps taken to further clarify direction on this project before proceeding.

Commissioner Hill-Scott noted that this concept has been in discussion for approximately one year and expressed that she believes the project should move forward.

Commissioner Vismara noted that while the concept was presented a year ago, there has been no discussion in the interim. He noted that there have been several different models presented today. As such, proceeding with the project at this point does not make sense.

Commissioner Belshé also noted that the topic has not been discussed in the past year. She asked staff if they had viewed this as a concept that needs to be addressed state-wide. Given changes in this item that have occurred since its inception should we revisit the model where counties are provided resources to meet the intent of the project.

Commissioner Gutierrez noted that this is an improvement to a system that already exists to help families of children with disabilities and other special needs. Commissioner Gutierrez believes that each county should have latitude to discover the best method to achieve the intent of the project. She spoke in favor of moving forward with the project

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with the modification of making sure that the R & Rs are in a position to be able provide services and that it is done in coordination with the county commissions. Commissioner Gutierrez noted that the item has been discussed by the Diversity Committee.

Commissioner Vismara recommended that when this becomes an action item that it come through the Diversity Committee and that it be reviewed by the disability consultant.

A discussion followed regarding who the bidders would be.

Commissioner Belshé asked if there have been efforts to flush out the best model to proceed. There has been input from the Department of Developmental Services, California Department of Education, someone from the largest district in California, R & Rs, and from county commission representatives.

A discussion followed on the topic of collaboration between county commissions and R & Rs.

Commissioner Belshé suggested considering other options to achieving the intent of this project in an effort to examine the current project through contrast.

Pamm Shaw, West ED Center for Prevention and Early Intervention, suggested that the Commission could put this out as a collaborative venture.

Jane Henderson stated that staff will come back before the Commission with alternative options for this project.

XI. Pregnant Smokers' Cessation Program

This item was presented by Barbara Marquez. This was a proposal for an 18-month demonstration project limited to five counties not yet selected. The counties would be selected with the agreement of the Association of local commissions. The project is to implement a smoking cessation program targeted specifically to pregnant women and parents of young children. In addition to integrated patient services, the program offers extensive health care provider training and an independent evaluation. The evaluation would be bid out through the UC system competitively to an independent evaluator. The program is called "Make Yours a Fresh Start Family". The goal is to reduce the number of pregnant smokers, both during and after the pregnancy. The intervention was design by the Fox-Chase Cancer Center in Pennsylvania along with the Cancer Society. Based on data from the Tobacco Control Section, Department of Health Services, only half of smokers report that their doctors talk to them about quitting smoking, of which less than 10% give specific instruction on cessation. This project will also change the participation of health care providers.

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Commissioner Gutierrez asked if second hand smoke is addressed and it addresses fathers as well as pregnant mothers.

Commissioner Vismara asked if other substance abuse would be screened. This particular program does not address other substance abuse, however; there is a correlation between smoking and alcohol.

Commissioner Belshé asked for clarification on who is the point of contact with the patient. The physician is the point of contact. Research has shown that the physician's position is influential in affecting change in patient attitude.

Commissioner Belshé asked how much money is dedicated to hiring staff at the American Cancer Society. Approximately \$350,000 is budgeted to ACS.

Commissioner Vismara recommended identifying what approach the medical community has employed to address this issue. He suggested that there be some dialogue on this topic with the medical community.

Public Comment

Kathy Staples, Office of Family Violence Prevention, Santa Barbara County, recognized the difficulty in engaging in this kind of endeavor. She suggested finding programs that already exist and providing funding for them to expand their efforts.

Pat Wheatley spoke in support of increased education of the effects of second hand smoke on children and pregnant women. She noted that in her commission's contract with funded agencies that they needed to have visible materials, posters etc. provided to their clients. Ms. Wheatley noted that little material exists to support this kind of effort.

Commissioner Vismara asked how much of the budget is allocated for evaluation. \$150,000 is allocated for evaluation.

XVII. Home Visitation Resource

Jane Henderson presented this discussion item. Home visitation programs are almost universally being described and implemented in county commission strategic plans.

There are many varieties of home visitation programs that produce different results depending on the population being worked with. There is a fair amount of evaluation material out there that could be of use to county commissions in designing and implementing their programs as well as the State Commission in terms of thinking about its objective and priorities for the coming year. These kinds of research findings are not accessible to practitioners, county commissioners and others. They are written in research journals in language designed for researchers. A National meta-evaluation has

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just been concluded on the impact of home visitation programs in terms of family preservation activities. It is important that county commissions have quick access to that information in a user friendly way. Most of the evaluations to date, including the excellent report that RAND presented, do not describe the impact that home visitation programs on our particular population. It is important to synthesize the available information.

Commissioner Gutierrez requested that staff focus on the home visitation projects in California. Ms. Henderson noted that the two models that are being most widely implemented in California are the David Olds model and the Hawaii Healthy Start model.

Commissioner Belshé emphasized finding someone who is as impartial as possible.

XVIII. Adjournment

There being no further business, upon motion by Commissioner Vismara, seconded by Commissioner Belshé, the meeting adjourned at 5pm.